

## **CHILDREN'S JUSTICE ACT (CJA) TASK FORCE**

Governor's Office of Emergency Services (OES)

Law Enforcement & Victims Services Division

**Friday May 30, 2008, 10:00 AM**

Holiday Inn Capitol Plaza, Sacramento

### **Meeting Minutes**

**Members Present:** Harry Elias, Nora Baladerian, Donald Cohon, Teresa Contreras, Jan Dunn, Stephanie George, Carol O'Callaghan, Patty O'Ran, Jay Smith, Dale Wilson and Wendy Wright.

**Members Absent:** Cathy Stephenson Robin Allen, Baljit Atwal, David Casey, Michael Grogan, Deanne Tilton, and Tina Williams.

**OES Staff Present:** Ann Mizoguchi, Linda MacRae, Roseann St. Clair, Leigh Bills, and Lisa Bowman

**Guest:** None.

#### **I. CALL TO ORDER AND INTRODUCTIONS**

Harry Elias, Chair, called the meeting to order at 10:15 AM.

Individuals present introduced themselves.

#### **II. MINUTES OF MARCH 7, 2007 MEETING**

The Task Force members reviewed the minutes. Jan Dunn made a motion to approve the minutes, Teresa Contreras seconded the motion, and the Task Force voted with all present members in favor. Minutes were approved.

#### **III. OES ANNOUNCEMENTS**

Leigh Bills, Program Specialist, reminded the Task Force the next meeting is scheduled for Friday, September 26, 2008 in Sacramento, with an exact location to be determined. The Task Force was also reminded June 30 ends the fiscal year and to submit their Travel Expense Claims to Leigh Bills as soon as possible to ensure payment. Leigh Bills informed the Task Force the Three-Year Report and Federal CJA Application were submitted prior to the due date and that the Three-Year Report was well received by OES management.

Leigh Bills also informed the Task Force Michelle LaPena had resigned from the Task Force and indicated a solicitation request would be sent out to the field. The Task Force indicated they want to make sure it was specific to representation of the Native American population.

Ann Mizoguchi announced Assembly Bill 38 is progressing through the legislative process and is expected to be signed by the Governor. Assembly Bill 38 would merge OES and the Office of Homeland Security (OHS).

#### **IV. FORM 700/CONFLICT OF INTEREST POLICY**

Linda McCrae, OES Legal Staff, reminded Task Force members to submit a Form 700 and indicated State employees, and Task Force members who already submit a Form 700 for their employment, are not required to submit a second form. Harry Elias suggested Task Force members, who already submit a Form 700, simply add their position as a Task Force member.

The Task Force discussed a proposed revision to Section VII. E. of the California CJA Task Force Member Expectations which requires a Task Force member's membership be suspended during any period when the member, or an immediate family member, benefits financially from CJA grant funding. Linda MacRae discussed the legal interpretation that the Task Force makes recommendations, which are considered State decisions, and therefore members are required to submit the Form 700 disclosing any conflict of interest.

The Task Force discussed various revisions to the language in Section VII. E. and wanted to continue the discussion at the September 26, 2008 meeting in order to include the author of the revisions, Co-chair Catherine Stephenson, and allow Linda MacRae to look into Harry Elias' suggestion regarding the Task Force's ability to vote to make the Task Force advisory only. Linda MacRae agreed to draft some language to assist the Task Force should they choose to become advisory only. Jay Smith made a motion to move this discussion to the September 26, 2008 meeting, Teresa Contreras seconded the motion and the Task Force voted with all present members in favor.

#### **V. CHILDREN EXPOSED TO DOMESTIC VIOLENCE (CEDV) TRANSFER OF KNOWLEDGE (TOK) WORKSHOP UPDATE**

Jay Smith gave an overview of the CEDV TOK workshops. The Task Force reviewed the information collected at the TOK workshops.

#### **VI. CEDV PROGRAM DEVELOPMENT**

The Task Force had a lengthy discussion regarding how the \$400,000 budgeted for CEDV should be used and recommended two programs be funded at \$175,000 each and the remaining \$50,000 be used for technical assistance. The programs will need to use the Department of Justice's "A Statewide Law Enforcement Protocol, Children Exposed to Domestic Violence" and Stockton Police Department's database (when possible). The Task Force recommended the Request for Proposals require projects to budget 10% for a project evaluation.

## **VII. MULTI-DISCIPLINARY CENTER COORDINATOR PROGRAM DEVELOPMENT**

Jan Dunn excused herself from the meeting due to a conflict of interest. The Task Force discussed the Multidisciplinary Center Coordinator (MD) Program and more specifically, what the data collection piece should require. The Task Force determined the statistics collected should be statistics the Coordinator deems useful.

Leigh Bills asked the Task Force members to review a letter from the California Network of Child Advocacy Centers (CNCAC). The Task Force discussed the CNCAC's request to have the funds for the MD Program awarded directly to CNCAC. The Task Force discussed options and decided to defer to OES for how to administer these funds.

## **VIII. MEETING SUMMARY AND ACTION ITEMS**

The Task Force took action on the following two items (discussed above):

- Jan Dunn made a motion to approve the minutes, Teresa Contreras seconded the motion and the Task Force voted with all present members in favor; and
- Jay Smith made a motion to move the Form 700/conflict of interest policy discussion to the September 26, 2008 meeting, Teresa Contreras seconded the motion and the Task Force voted with all present members in favor.

## **IX. ADJOURNMENT**

The meeting was adjourned at 1:15 PM.